

**Public Schools Records
Consortium**

(Click here for information about the PSRC)

Library of Virginia

(Click here for additional information)

Chad Owen, Records Management Coordinator

800 East Broad Street,
Richmond, VA 23219

Meeting Agenda

Thursday, October 4, 2018

10:00 AM – 1:00 PM

- I. Welcome and Introductions
- II. FOIA Training – Alan Gernhardt, Executive Director, VA FOIA Advisory Council
- III. LVA Strategic Planning Update - Chad Owen, Records Management Coordinator
- IV. Text messages as public records – Glenn Smith, Records Management Analyst
- V. Disposition and Retention Issues
 - a. Requests from Alumni/third party for transcripts or education verification
- VI. Information from VDOE
 - a. Zachary Robbins– Look for Supts memos coming soon
 - i. Race Ethnicity questions on registration need 2 prong question
 - ii. FOIA & military recruiters follow federal law
 - iii. Looking forward to seeing us in the spring with the legislative update
- VII. Public Schools Records Consortium – Brochure Review
 - I. Future Meeting Dates and Training/Discussion needs
 - II. Upcoming Events
 - VAGARA Conference, Sheraton VA Beach - October 23 – 26, 2018
 - III. Open Discussion/Adjournment

Georgia McQuigg, PSRC Chairperson

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Tammy Norman, Event Chairperson

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